

SHOW FACTS

14th Annual RI Fall Home Show Rhode Island Convention Center November 12-13, 2022



RI Fall Home Show, CT Convention Center, November 12-13, 2022

BOOTH EQUIPMENT

Each 10' x 10' booth includes one 8' high back drape, two 3' high side drapes and one 7"x44" booth ID sign.

EXHIBIT HALL CARPET

The Exhibit Hall is NOT carpeted. Aisle carpet will be provided. Booth carpet is available for rental.

DISCOUNT PRICES

*In order to receive the discounted rates listed in this manual, we must receive your order by: **Friday, October 28, 2022.** Order online (see page 2) and save the 8% Administrative Fee.*

SHOW SCHEDULE:

Exhibitor Move-In:

Friday, November 11, 2022 from 8am - 6pm

Show Hours:

Saturday, November 12, 2022 from 10am - 6pm

Sunday, November 13, 2022 from 10am - 5pm

Exhibitor Move-Out:

Sunday, November 13, 2022 from 5pm - 9pm*

*All Exhibitors MUST Move Out by 9pm on Sunday

**UNION RULES ARE IN EFFECT AT THE CONVENTION CENTER
THESE RULES MAY IMPACT YOU AS A VENDOR
SEE PAGE 13 FOR MORE INFORMATION**

For Electrical orders please follow the link below:

<https://riconvention.boomerecommerce.com/Pages/Security/Login.aspx?ReturnUrl=%2f>

DES-DEMERS EXPOSITION SERVICES, INC. - 151a Park Ave – East Hartford, CT 06108
860.882.0003 – Fax 860.761.0070 – Email info@demersexpo.com
www.demersexpo.com



**Demers
Events
& Expo
Services**

ONLINE ORDERING

RI Fall Home Show, CT Convention Center, November 12-13, 2022

**Looking for an easier way to place your order?
Tired of faxing or emailing forms?**

Try our fully PCI-Compliant Online Ordering System!

Simply request an online login by emailing info@demersexpo.com (please specify show name and date). We will then create an online login and notify you of this via email.

All products and services offered in this Exhibitor Services Kit are available on our online storefront.

**Using our online storefront saves you an 8% administrative fee!
Orders placed via email or fax will be assessed this fee.**

**Last day to receive discount pricing is Friday, October 28, 2022.
Floor prices apply after that date.
The storefront will close on Friday, November 4, 2022.
No online orders after that date.**



CREDIT CARD AUTHORIZATION

To have orders charged to a credit card account, please complete the information requested below and return this form with your order(s). Credit Card orders are subject to credit approval. Event site balances or charges for outstanding labor or miscellaneous items not previously paid will be charged to your credit card account.

=====

CREDIT CARD: VISA MasterCard AMEX

ACCOUNT NUMBER: _____

EXPIRATION DATE: _____

SECURITY CODE (Visa/ Master Card 3 digit # on back, Amex 4 digit # on front): _____

CARDHOLDER'S NAME: _____

CARDHOLDER'S SIGNATURE: _____ DATE : _____

=====

ADDRESS BELOW MUST MATCH CARDHOLDER'S BILLING ADDRESS

Company Name: _____ Booth #: _____

Card Billing Address: _____ Authorized by: _____

City/State/Zip: _____ Signature: _____

Phone: _____ Fax: _____ Date: _____

Email Address: _____

=====

CREDIT AND PAYMENT POLICY

The Credit Card Authorization section above must be completed and accompany all credit card orders.

Please notify your company representative of the following:

- All orders must be paid in full and/or credit card authorization (above) be on file with your order(s) before services are rendered.
- There will be no invoicing. Purchase Orders are not a form of payment.
- Payment for orders mailed to Demers in advance can be made by company check, money order or credit card.
- Event site orders can be paid by cash or charged to a credit card.
- International exhibitors must prepay all services in U.S. Currency.
- Items ordered, delivered to booth, then cancelled, will not be refunded.
- Other refund requests will not be considered unless exhibitor makes request of Demers prior to the close of the event.
- Exhibitor is responsible for the cost of repair or replacement if equipment is lost, damaged or stolen while being rented.
- Payment must be received by **Friday, October 28, 2022** for discount pricing to apply.
- Orders received without payment will be assessed a late fee.

By submitting this credit card authorization, you knowingly authorize Demers to charge your credit card for any service rendered under the terms and conditions stated in this Exhibitor Kit. You also knowingly authorize your show-site representative to sign for charges on your behalf.

PAYMENT MUST BE INCLUDED WITH ALL ORDERS



STANDARD FURNISHINGS

Order Online and Save the 8% Administrative Fee

CARPETING				
QTY	Carpet Size	Advance	Floor	Subtotal
	9' x 10' Carpet	139.00	170.00	
	9' x 20' Carpet	242.00	284.00	
	9' x 30' Carpet	355.00	468.00	
	9' x 40' Carpet	448.00	576.00	
<i>Carpet Color:</i> Gray Blue Red Burgundy Emerald Green (Circle Choice)				
SPECIAL CUT CARPETING				
Booth Size: _____ ft. x _____ ft. = _____ sq. ft. x 4.05= _____				
CARPET PADDING				
Booth Size: _____ ft. x _____ ft. = _____ sq. ft. x 2.50= _____				
SKIRTED TABLES				
<i>Skirt Colors:</i> Gray Blue Red Black White Green Burgundy (circle choice)				
QTY	Table Size	Advance	Floor	Subtotal
	2' x 4' x 30" high	88.00	103.00	
	2' x 6' x 30" high	103.00	113.00	
	2' x 8' x 30" high	119.00	129.00	
	2' x 4' x 40" high	103.00	113.00	
	2' x 6' x 40" high	119.00	134.00	
	2' x 8' x 40" high	134.00	160.00	
UNSKIRTED TABLES				
QTY	Table Size	Advance	Floor	Subtotal
	2' x 4' x 30" high	52.00	62.00	
	2' x 6' x 30" high	62.00	72.00	
	2' x 8' x 30" high	72.00	83.00	
	2' x 4' x 40" high	62.00	72.00	
	2' x 6' x 40" high	72.00	82.00	
	2' x 8' x 40" high	82.00	93.00	
WOOD TABLE RISERS				
QTY	Riser Size	Advance	Floor	Subtotal
	4' x 10" Undraped	52.00	62.00	
	6' x 10" Undraped	62.00	78.00	
	4' x 10" Draped	72.00	82.00	
	6' x 10" Draped	82.00	93.00	
Wood Table Riser Color is White				

CHAIRS				
QTY		Advance	Floor	Subtotal
	Upholstered arm chair	42.00	54.00	
	Padded side chair	34.00	43.00	
	Tubular folding chair	19.00	25.00	
	Upholstered bar stool	56.00	72.00	
	Black Bar Stool w/ foot rest	64.00	77.00	
SPECIAL DRAPERY/SKIRTING				
<i>Drape Colors:</i> Gray Blue Red Black White Green Burgundy (circle choice)				
QTY		Advance	Floor	Subtotal
	8' high drapery <small>Per Linear Foot</small>	7.00	8.95	
	3' high drapery <small>Per Linear Foot</small>	6.75	7.95	
	13'-long table skirting	66.00	82.00	
ACCESSORIES				
QTY		Advance	Floor	Subtotal
	Clothes Tree	66.00	93.00	
	Easel (Tripod Display)	50.00	55.00	
	Garment Rack	82.00	116.00	
	Panelboard	250.00	279.00	
	Pegboard	195.00	266.00	
	Stage (4' x 4' all heights up to 36")	77.00	108.00	
	Stage (4' x 4' w/ carpet & skirt)	108.00	139.00	
	Stanchion Post	55.00	72.00	
	Stanchion Belt	4.75	6.95	
	Waste Basket	16.00	22.00	

- ORDER SUMMARY -

Subtotal:	\$	<input type="text"/>
7.00% Sales Tax:	\$	<input type="text"/>
8.00% Admin Fee:	\$	<input type="text"/>
Grand Total:	\$	<input type="text"/>

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Advance price deadline: Friday, October 28, 2022. All items are for rental for the duration of the show only. Items ordered, delivered to booth, then cancelled, will not be refunded. Other refund requests will not be considered unless Exhibitor makes request of Demers prior to the close of the show. Exhibitor is responsible for cost of repair or replacement if equipment is lost, damaged or stolen while being rented. Rental are based on availability. Order early to guarantee what you want is available.

Order online and save the 8% administrative fee.

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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Additional Booth Accessories

Looking for an item you do not see? Please call our office for availability and pricing.

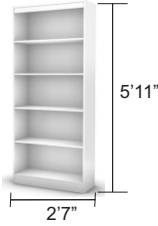
Literature Rack



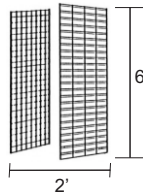
Tote Bag Holder



Bookcase



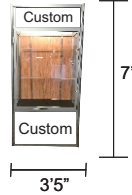
Gridwall



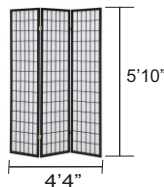
Gondola



Lighted Product Display Case



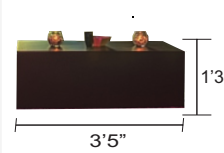
Room Divider



Faux Tree



Coffee Table



Actual products may vary from images shown

ITEM	QTY	X	PRICE	=	TOTAL
LITERATURE RACK		X	\$ 98.00	=	
TOTE BAG HOLDER/RACK		X	\$ 62.00	=	
BOOKCASE		X	\$ 258.00	=	
GRIDWALL (MUST ORDER AT LEAST 2)		X	\$ 62.00 EA	=	
4' GONDOLA (COMES WITH 2 SHELVES)		X	\$ 232.00	=	
ADDITIONAL GONDOLA SHELVES (2 ADDITIONAL MAX PER GONDOLA)		X	\$ 26.00 EA	=	
LIGHTED PRODUCT DISPLAY CASE		X	\$ 595.00	=	
ROOM DIVIDER		X	\$ 165.00	=	
SILK PALM TREE		X	\$ 72.00	=	
COFFEE TABLE		X	\$ 52.00	=	
				SUBTOTAL	\$
				7.00% SALES TAX	\$
				8.00% ADMIN FEE	\$
				GRAND TOTAL	\$

Advance price deadline: Friday, October 28, 2022. Orders placed after deadline date will be assessed a 25% late fee. All items are for rental for the duration of the show only. Items ordered, delivered to booth, then cancelled, will not be refunded. Other refund requests will not be considered unless Exhibitor makes request of Demers prior to the close of the show. Exhibitor is responsible for cost of repair or replacement if equipment is lost, damaged or stolen while being rented. Rentals are based on availability. Order early to guarantee what you want is available.

Order online and save the 8% administrative fee.

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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ELITE SERIES FURNITURE



SORRENTO WHITE



SORRENTO BLACK

SORRENTO COUCH



SOUTH BEACH BISTRO 42" TABLE



SOUTH BEACH BAR CHAIR



SANIBEL BISTRO 42" TABLE



SANIBEL BAR CHAIR
HIGH BACK ALSO AVAILABLE

SOUTH BEACH

SANIBEL



SORRENTO CHAIR WHITE



SORRENTO CHAIR BLACK

SORRENTO CHAIR

ITEM	QTY	X	PRICE	=	TOTAL
SORRENTO COUCH WHITE		X	\$ 565.00	=	
SORRENTO COUCH BLACK		X	\$ 540.00	=	
SOUTH BEACH BISTRO 42" TABLE		X	\$ 285.00	=	
SOUTH BEACH BAR CHAIR		X	\$ 150.00	=	
SANIBEL BISTRO TABLE		X	\$ 285.00	=	
SANIBEL BAR CHAIR - LOW BACK		X	\$ 150.00	=	
SANIBEL BAR CHAIR - HIGH BACK		X	\$ 150.00	=	
SORRENTO CHAIR WHITE		X	\$ 300.00	=	
SORRENTO CHAIR BLACK		X	\$ 275.00	=	
SUBTOTAL					\$
7.00% SALES TAX					\$
8.00% ADMIN FEE					\$
GRAND TOTAL					\$

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Order online and save the 8% administrative fee.

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Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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MATERIAL HANDLING ORDER FORM

RI Fall Home Show, CT Convention Center, November 12-13, 2022

Materials can be shipped in advance to the Demers Warehouse or directly to the Venue. Exhibitor is responsible for making prepaid inbound and outbound shipping arrangements. Collect shipments or shipments billed to Demers will not be accepted. All shipments must be consigned to Demers and all material handling services must be prepaid. Demers Material Handling Services include receiving shipments, providing delivery to booth, storage of empty packing materials, and return of outbound shipments to the loading dock.

ADVANCE SHIPPING ADDRESS
Please use enclosed labels on all pieces

TO: Name of Exhibitor & Booth Number
FOR: RI Fall Home Show
c/o Demers Exposition Services, Inc.
151A Park Avenue
East Hartford, CT06108

Demers Warehouse will receive shipments and provide up to 30 days storage prior to the event. Loose materials will not be received at Demers Warehouse. Shipments may be received weekdays (excluding holidays) between 8:30am – 3:30pm.
Deadline to receive advance pricing discount: Friday, October 28, 2022
Rate: \$80.00 per CWT (per 100 lbs.). 2 CWT minimum applies (\$160.00).
Special Handling: Any material not crated or properly packaged will be subject to a handling fee of 75% of the total drayage charges.
Overtime: Included in Rate Pricing.
Late Shipments: Items received at the Advance Warehouse after the Deadline Date will be charged a late fee of \$25.00 per cwt (100.00 minimum applies), plus additional fees if special transportation is required.
Non-Payment: Shipments received without a completed Material Handling form and full payment will be assessed a late payment fee of \$25.00 per cwt, (\$100.00 minimum applies).
Insurance Liability: By shipping to above address exhibitor agrees to terms and conditions of the attached LIABILITY AND INSURANCE BULLETIN on page 10.

DIRECT SHIPPING ADDRESS – TO EVENT SITE
Please use enclosed labels on all pieces

TO: Name of Exhibitor & Booth Number
FOR: RI Fall Home Show
c/o Demers Exposition Services, Inc.
Connecticut Convention Center
1 Sabin St
Providence, RI 02903

Demers will receive shipments at the event site on **November 11, 2022 ONLY**. Arrival at any time other than on **November 11, 2022** will be assessed a redirect fee of 50% of the total drayage charges.
Rate: \$78.00 per CWT (per 100 lbs.). 2 CWT minimum applies (\$156.00).
Special Handling: Any material not crated or properly packaged will be subject to a handling fee of 75% of the total drayage charges.
Overtime: Included in Rate Pricing.
Non-Payment: Shipments received without a completed material handling form and full payment on file will be charged a late payment fee of \$25.00 per cwt (\$100.00 minimum).
Direct Shipments: Direct shipments will only be received at the Convention Center on **November 11, 2022**. Shipments received at the Convention Center other than on **November 11, 2022 will be assessed a redirect fee of 50% of the total drayage charges.**
Insurance Liability: By shipping to above address exhibitor agrees to terms and conditions of the attached LIABILITY AND INSURANCE BULLETIN on page 10.

Outbound Shipments:

- Exhibitors who have freight going outbound after the event must complete a Demers Bill of Lading at the Demers Service Desk at the event site prior to the show close.
- Exhibitor is responsible for making prepaid outbound shipping arrangements with either prepaid shipping labels or "collect" charge terms.
- Exhibitors may arrange with the designated show carrier to ship their outbound freight. If using the show carrier, no additional handling fees will be charged, If material handling was paid on the inbound.
- Exhibitors may also arrange with their own carrier to pick-up their shipment(s) at the close of the event.
- **Regardless of carrier, exhibitors must have used Demers services for inbound material handling. If not, material handling fees will apply.**
- Carriers must check in during the first hour of dismantle. If your carrier does not arrive for pick-up, your items will be removed to the Demers Warehouse.
- Shipments returned to the DES Warehouse for Outbound Shipping will be assessed Outbound Handling Fees of \$40.00 per CWT (\$80.00 minimum applies).
- **Shipments returned to the DES Warehouse may be picked up beginning Wednesday, November 16, 2022** (Warehouse hours are M-F, 8:30 am - 3:30 pm, except Holidays).
- Items left on the show floor at the end of dismantle without a Demers Bill of Lading will be assessed a minimum 1 hour labor charge in addition to outbound handling fees

PLEASE COMPLETE THE FOLLOWING:

	CARRIER	# PIECES	SHIPMENT WEIGHT	X RATE per 100 lbs.*	MINIMUM CHARGE/SHIPMENT*	ESTIMATED CHARGES
SHIPMENT 1			lbs.	\$80.00 or \$78.00	\$160.00 or \$156.00	\$
SHIPMENT 2			lbs.	\$80.00 or \$78.00	\$160.00 or \$156.00	\$
SHIPMENT 3			lbs.	\$80.00 or \$78.00	\$160.00 or \$156.00	\$
SHIPMENT 4			lbs.	\$80.00 or \$78.00	\$160.00 or \$156.00	\$
LATE SHIPMENT(s) to DES Warehouse				\$25.00 per CWT	\$100.00 Minium Charge	\$
						7.00% Service Fee
						\$
Order Online and Save the 8% Administrative Fee						8.00% Admin Fee
						\$
TOTAL ESTIMATED CHARGES						\$

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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SHIPPING LABELS - ADVANCE

Copy and use this label for Advance Shipment to Warehouse.
Please have shipment (s) arrive by
October 28, 2022 to avoid the late fee.

RI Fall Home Show, CT Convention Center, November 12-13, 2022

RUSH!

**DES
FREIGHT**

TO:

EXHIBITING COMPANY Please write exhibiting company's name in this box

RI Fall Home Show

BOOTH NUMBER(s) Please write Booth # in this box if you know it at time of shipment

c/o Demers Exposition Services, Inc.

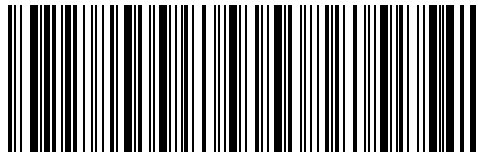
151A Park Ave
East Hartford, CT 06108

Carrier _____

Number _____ of _____ pieces



RI Fall Home Show



RI Convention Center



SHIPPING LABELS - DIRECT

Copy and use this label for Direct Shipment
to Showsite on **November 11, 2022 ONLY.**

RI Fall Home Show, CT Convention Center, November 12-13, 2022

RUSH!

**DES
FREIGHT**

TO:

*EXHIBITING COMPANY Please write exhibiting company's
name in this box*

RI Fall Home Show

*BOOTH NUMBER(s) Please write Booth # in this box
if you know it at time of shipment*

c/o Demers Exposition Services, Inc.

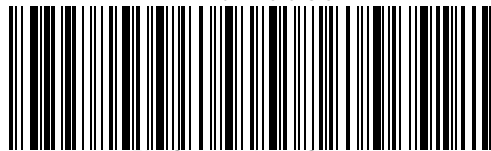
RI Convention Center
1 Sabin St
Providence, RI 02903

Carrier _____

Number _____ of _____ pieces



RI Fall Home Show



RI Convention Center



LIABILITY AND INSURANCE BULLETIN

RI Fall Home Show, CT Convention Center, November 12-13, 2022

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for damage to uncrated materials, improperly packed materials, or concealed damage.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, theft or disappearance of exhibitor's materials after same have been delivered to exhibitor's booth.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, theft or disappearance of materials before they are picked up from exhibitor's booth for reloading after the event. Bills of lading covering outgoing shipments which are furnished to DEMERS EXPOSITION SERVICES, INC. by exhibitors will be checked at time of our actual pick-up from booth and corrections made where discrepancies occur.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, damage or delay due to fire, acts of God, strikes, lockouts or work stoppages of any kind, or to any causes beyond its control.

DEMERS EXPOSITION SERVICES, INC.'s liability shall be limited to physical loss or damage to the specific article which is lost or damaged, and in any event, DEMERS EXPOSITION SERVICES, INC.'s liability shall be limited to \$0.30 per pound.

DEMERS EXPOSITION SERVICES, INC. shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral costs which may result from any loss or damage to an exhibitor's materials which may make it impossible to exhibit same.

The consignment or delivery of a shipment to DEMERS EXPOSITION SERVICES, INC. by an exhibitor, or by any other shipper on behalf of the exhibitor, shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth in this bulletin.

EXHIBITORS REQUIRING ADDITIONAL INSURANCE COVERAGE SHOULD ARRANGE TO PLACE SAME THROUGH THEIR AGENT OR BROKER.



LABOR ORDER FORM

ORDER ONLINE AND SAVE THE 8% ADMINISTRATIVE FEE!

Display Labor

These craftsmen crate, uncrate materials, set-up and dismantle exhibits

STRAIGHT TIME 8:00am to 4:30pm, Monday - Friday
 OVERTIME 8:00am to 4:30pm, Saturday & Sunday
 4:31pm to 11:59pm, Monday - Sunday
 DOUBLE TIME 12:00am - 7:59am, Monday - Sunday & all Holidays

*Two Hour Minimum per Laborer

Rates: per person/per hour

ADVANCE PRICE **SHOWSITE PRICE**

\$90.00 \$135.00

\$135.00 \$202.50

\$180.00 \$270.00

Advance Pricing Deadline: Friday, October 28, 2022

Start time guaranteed only when labor is requested for the start of a working day (8:00am). Labor must be cancelled 72 hours in advance of start time to avoid estimated labor charges.

INSTALLATION LABOR

Demers Exposition Supervised Labor - Installation of your exhibit will be completed at our discretion prior to show opening. The charge for this service is 30% of the total installation labor bill, or a minimum of \$60.00

Emergency Contact:	Phone:
Display Contact:	Phone:

Exhibitor Supervised Labor - Supervisor must check-in at the Demers Service Desk to pick-up labor.

Supervisor Contact:	Phone:
---------------------	--------

Date	Start Time	No. of Laborers	X	Approx. Hrs Per Laborer	=	Total Hours	@	Hourly Rate	=	Estimated Total Cost
			X		=		@		=	
			X		=		@		=	
DEMERS Supervision 30% or \$60.00 Minimum										
8% Admin Fee										
Total										

DISMANTLE LABOR

Demers Exposition Supervised Labor - Dismantle of your exhibit will be completed at our discretion at the close of the show. The charge for this service is 30% of the total installation labor bill, or a minimum of \$60.00

Emergency Contact:	Phone:
Display Contact:	Phone:

Exhibitor Supervised Labor - Supervisor must check-in at the Demers Service Desk to pick-up labor.

Supervisor Contact:	Phone:
---------------------	--------

Date	Start Time	No. of Laborers	X	Approx. Hrs Per Laborer	=	Total Hours	@	Hourly Rate	=	Estimated Total Cost
			X		=		@		=	
			X		=		@		=	
DEMERS Supervision 30% or \$60.00 Minimum										
8% Admin Fee										
Total										

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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FORKLIFT PICK SERVICE

Forklift Pick Service is provided for materials such as skids of concrete blocks, buckets, etc., brought onto the show floor by exhibitor's company truck.

- Forklift capacity is 5,000 lbs. per piece.
- Pick service will be charged per pick.
- Service can be provided during exhibitor move-in/move-out times.
- Refer to the Rate Information included on this page
- Materials shipped by other transportation to the Demers Warehouse or to show-site will be charged per hundred weight as specified in the Material Handling Services Order Form included in this Kit.

	<u>RATE SCHEDULE</u>	<u>ADVANCE PRICE</u>		<u>SHOWSITE PRICE</u>	
		<i>Per Pick</i>	<i>Extra Assistant</i>	<i>Per Pick</i>	<i>Extra Assistant</i>
STRAIGHT TIME	8:00am to 4:30pm, Monday - Friday	\$135.00	\$102.00	\$145.00	\$112.00
OVERTIME	8:00am to 4:30pm, Saturday & Sunday	\$202.50	\$153.00	\$217.50	\$168.00
	4:31pm to 11:59pm, Monday - Sunday				
DOUBLE TIME	12:00am - 7:59am, Mon. - Sun. & all Holidays	\$270.00	\$204.00	\$290.00	\$224.00

Advance Pricing Deadline: Friday, October 28, 2022.

To qualify for this service, items must be palletized, skidded, or in some manner able to be handled with a forklift without the need for special rigging. Please note the price is per each pick - off is one pick and back on your truck is one pick.

MOVE IN PICKS

Description	Date	Start Time	Total Weight	No. of Picks	X	Rate	=	Estimated Total Cost
					X		=	
					X		=	
Sub-Total								
						8% Admin Fee		
						Total		

Order Online and save the 8% Administrative Fee!

MOVE OUT PICKS

Description	Date	Start Time	Total Weight	No. of Picks	X	Rate	=	Estimated Total Cost
					X		=	
					X		=	
Sub-Total								
						8% Admin Fee		
						Total		

Order Online and save the 8% Administrative Fee!

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

DES-DEMERS EXPOSITION SERVICES, INC. - 151a Park Ave – East Hartford, CT 06108
 860.882.0003 – Fax 860.761.0070 – Email info@demersexpo.com
 www.demersexpo.com



**Demers
Events
& Expo
Services**

RI Fall Home Show, CT Convention Center, November 12-13, 2022

UNION JURISDICTIONS

**UNION JURISDICTIONS ARE IN EFFECT AT THE RI CONVENTION CENTER
PLEASE READ THE FOLLOWING SUMMARY OF WHEN LABOR RULES APPLY
THESE RULES MAY IMPACT YOU AS A VENDOR:**

MATERIAL HANDLING

Union regulations require that the DES off-load all equipment and display material from all trucks, common carriers and van lines. The use of loading docks, fork trucks and pallet jacks are permitted only by DES personnel. Exhibitors are allowed to unload a mini-van, car, station wagon or pick-up. Exhibitors may use hand-operated equipment that the Exhibitor has provided themselves such as: two wheeled hand trucks and four wheeled flat trucks. The use of fork trucks, pallet jacks and any other mechanical equipment is not permitted by anyone other than DES personnel. Crated materials MUST be handled by union personnel.

BOOTH LABOR

The unpacking, erection, assembling, dismantling and packing of displays and equipment may be done by registered full-time employees of an exhibiting company. DES will have skilled craftsmen to assist exhibitors who wish to hire labor to perform these services. Arrangements for all temporary labor should be made through DES. Official labor order forms are included in this exhibitor services kit.

Exhibitors who employ display houses or exhibit manufacturers to erect or dismantle their own booths may have supervision sent in from their supplier. Supervisors of this type cannot physically erect the booth, but may supervise only. Non-Official installation and dismantling Contractors must use labor supplied by DES. Supervision by the Non-Official is allowed.

The following is required:

- A. Exhibitor must request an EAC form by email, thirty days prior to the show, of their intent to hire an outside installation and dismantle company or exhibit house to supervise the erection of their exhibit.
- B. Non-Official must furnish proof of adequate insurance, in the form of a policy rider furnished by their broker to DES.
- C. Non-Official must furnish Show Management the names, addresses and Phone numbers of key executives for emergency contact.
- D. All personnel must be properly badged at RICC.

This statement and insurance and dismantling Contractors (supervisors) will be allowed on the exhibit floor only during official installation and dismantling hours, and must be identified with a temporary work pass, either supplied by Show Management or DES.

Storage behind booth back wall is strictly prohibited.

TIPPING

Our work rules prohibit the SOLICITATION of tips by any of our employees. Our employees are paid excellent hourly wages denoting a professional status and we feel that tipping is not necessary. Should you be SOLICITED for a tip, please report the incident to our Exhibitor Service Desk as soon as possible.

Please be aware of the Fire Code per the Rhode Island State Fire Marshal:

13.7.5 Special Provisions for Exposition Facilities.

13.7.5.1 General. No display or exhibit shall be installed or operated to interfere in any way with access to any required exit or with the visibility of any required exit or required exit sign; nor shall any display block access to fire-fighting equipment.

13.7.5.2 Materials Not on Display. A storage room having an enclosure consisting of a smoke barrier having a minimum 1-hour fire resistance rating and protected by an automatic extinguishing system shall be provided for combustible materials not on display, including combustible packing crates used to ship exhibitors' supplies and products.

13.7.5.3.10 Combustible materials within exhibit booths shall be limited to a one-day supply. Storage of combustible materials behind the booth shall be prohibited. (See 13.7.4.2 and 13.7.5.2

